

# CERTIFICATE OF ACHIEVEMENT GENERAL EDUCATION REQUIREMENTS

The Certificate of Achievement is a stackable credential within the Associate of Applied Science degree.

## General Education

Please Note: Not all courses listed on the CoA general education list may be used to satisfy general education requirements for Associate of Arts, Associate of Science, Bachelor of Architecture, and BS degrees, as many are nontransferable. Please refer to the General Education listing for AA, AS (<https://catalog.tmcc.edu/degrees-certificates/general-education/aa-as/>), Bachelor of Architecture, and BS (<https://catalog.tmcc.edu/degrees-certificates/general-education/bs-barch/>) degrees.

### Communications, 3 Units Required

Code	Title	Units
BUS 107	Business Speech Communications	3
BUS 111	Workplace Communications	3
COM 113	Fundamentals of Speech Communications	3
COM 215	Introduction to Group Communication	3
COM 285	Communication Disabilities and Film <sup>1</sup>	3
ENG 101	Composition I	3
or ENG 100	Composition Enhanced	
or ENG 113	Composition I for International and Multilingual Students	
ENG 102	Composition II	3
or ENG 114	Composition II For International and Multilingual Students	
ENG 107	Technical Communications I	3
ENG 108	Technical Communications II	3
ENG 205	Intro to Creative Writing: Fiction and Poetry	3
ENG 220	Writing Poetry	3
ENG 221	Writing Fiction	3
ENG 224	Introduction to Screenwriting	3
EPY 101	Educational, Career, and Personal Development	3
JOUR 107	Media Writing	3
READ 135	College Reading Strategies	3

<sup>1</sup> This course also satisfies the Diversity Requirement.

### Human Relations, 3 Units Required

Depending on your specific program, content may be embedded in required program courses.

Code	Title	Units
CE 201	Workplace Readiness	3
EPY 101	Educational, Career, and Personal Development	3
MGT 171	Supervision and Human Relations	3

MGT 201	Principles of Management	3
MGT 212	Leadership and Human Relations	3
MGT 235	Organizational Behavior	3
PSY 102	Psychology of Personal and Social Adjustment	3

### Mathematics, 3 Units Required

Depending on your specific program, content may be embedded in required program courses.

Code	Title	Units
APST 207	Practical Statistics	3
BUS 117	Business Calculations and Methods	3
BUS 176	Calculus for Business	3
CUL 245	The Business Chef	3
ECON 261	Principles of Statistics I	3
ECON 262	Principles of Statistics II	3
MATH 100	Math for Allied Health and Public Safety Programs	3
MATH 105	Applied Topics in Math	3
MATH 108	Math for Technicians	3
MATH 119	Fundamentals of College Mathematics II (Successful completion of MATH 19 & MATH 119 is equivalent to MATH 120.)	3
MATH 120	Fundamentals of College Mathematics	3
MATH 124	College Algebra	3
MATH 126	Pre-Calculus I	3
MATH 127	Pre-Calculus II	3
MATH 176	Introductory Calculus for Business and Social Sciences	3
MATH 181	Calculus I	4
PSY/SOC 210	Introduction to Statistical Methods	3
STAT 152	Introduction to Statistics	3